

COMMISSION MEETING MINUTES

December 2, 2003

West Modesto Community Center
401-E Paradise Road
Modesto, CA 95351

Members Present: John Walker, MD (Chair), George Skol (Vice Chair), Rebecca Barton-Nicholes, Patrick Loschke, Supervisor Pat Paul, Martin Petersen, Sallie Perez, and Dan Souza, LCSW.

Members Absent: Margaret Szczepaniak

Staff Present: John Sims, Executive Director; Mick Krausnick, Commission Counsel; Brenda Priest-O'Brien, Accountant; and Erica Inacio, Confidential Assistant.

- I. Chair Walker called the meeting to order at 4:00 p.m. Commission members and staff were introduced.

- II. Consent Calendar

Moved Skol, Seconded Loschke. The Consent Calendar was unanimously approved.

Commissioner Souza arrived at 4:03 p.m. and Commissioner Paul arrived at 4:05 p.m.

- III. Agenda Items

- A. The Commission approved Meeting Minutes for October 28, 2003.
Approved on Consent.

- B. Executive Director's Report

1. The Commission approved the 2004 Commission Calendar and approved Wednesday, March 10th and Saturday, July 24th as Planning Days.

Moved Loschke, Seconded Skol. Unanimously approved.

2. The Commission accepted a report on the status of funding 2003-2004 Mini-Grant proposals and directed Commission staff to review the top mini-grant proposals and make recommendations. The recommendations will be presented at the Commission Meeting scheduled for January 27, 2004. Some members of the Commission indicated they might consider increasing the budgeted amount of \$250,000 to fund additional proposals. Pursuant to an Executive Committee request, the Executive Director asked Dr. Hughes if his group would perform this evaluation and they declined.

Moved Souza, Seconded Paul. Unanimously approved.

3. The Commission approved the establishment of a Monitoring / Technical Assistance Program with a revision that 2 or 3 be monitored and the results be presented to the Evaluation & Planning Committee for discussion and/or further recommendations. The Commission recommended that an addition be made to the document to discuss misuse of funds and recovery of such funds. The Commission approved the statement of purposes and operational philosophies of the program along with the timeline for implementation. Staff was directed to coordinate data collection for this program with the two local evaluation efforts and the statewide evaluation effort.

Commission staff is to report back to the Commission on lessons learned from the program prior to July 31, 2004.

Moved Skol, Seconded Petersen. Unanimously approved.

C. Committee Reports

1. The Commission approved Policies & Procedures for the following:
 - a. Fiscal Year –End Billing
Moved Barton Nicholes, Seconded Skol. Unanimously Approved.
 - b. Contractor Compliance Audit
Moved Souza, Seconded Skol. Unanimously Approved.
 - c. Advance Payment to Contractors
Moved Skol, Seconded Perez. Unanimously Approved.
2. The Commission accepted the minutes for the Administrative & Finance Committee meeting of November 14, 2003.
Approved on consent.
3. The Commission accepted the minutes for the Evaluation & Planning Committee meeting of November 17, 2003.
Approved on consent.
4. The Commission accepted the minutes for the Executive Committee meeting of November 18, 2003.
Approved on Consent.

D. Program Reports

1. The Commission accepted a monthly report from the CARES Project of the Child Development Training Consortium.
Approved on Consent.
2. The Commission accepted a monthly report from the Stanislaus County Office of Education.
Approved on Consent.

IV. Correspondence

- a. The Commission accepted a “thank you” letter and a Certificate of Appreciation from Sallie Ayala-Perez on behalf of Wakefield Healthy Start.
- b. The Commission accepted a “thank you” letter from Sonia Musson, School Readiness Nurse, from Grayson Charter School – School Readiness Program.
Approved on Consent.

V. Public Comment Period

Steve Spriggs, DMC Foundation, and Randy Pirtle, Golden Valley Health Centers, provided the Commission with an update on the MOMobile. The MOMobile will now be providing services through the Golden Valley Health Centers. The MOMobile may still need assistance from the Commission and will approach the Commission when ready.

Karen O'Bannon of the Family Support Network provided the Commission with an update of some of their successes including the Car Seat Safety Day conducted in Oakdale. 122 car seats were inspected, only 14 were installed correctly.

VI. Commissioners' Report

Dr. Walker shared his concerns about the current influenza season. Dr. Walker informed the Commission of his attendance at a Prop 99, Tobacco Coalition meeting and stated that a representative of Prop 99 will provide an update to the Commission at the regularly scheduled February Meeting.

VII. Staff Report

John Sims, Executive Director, discussed the State Financial Plan of programs being funded or unfunded in next few years. He also informed the Commission of his attendance at the Association Meeting in Sacramento at which the Improving Classroom Education Act (Universal Preschool Initiative) was presented. The Act proposes a 1.55% tax on business property, which would raise \$2-5 billion per year. Two New Ex-Oficio State Prop 10 Commissioners are to be appointed by Governor Schwarzenegger.

John Sims also notified the Commission that "How was the Meeting?" surveys are being discontinued based on a recommendation from the Executive Committee. If a Commissioner has a concern, please feel free to approach the Chair, Vice-Chair, or Executive Director.

Finally, the Commission was informed that at the next Commission meeting, the Family Support Network Pilot Program will be added to their agenda for consideration of extending the funding period through June 30, 2004.

Meeting adjourned by Chair Walker at 5:15 p.m.